

VACANCY NOTICE

25-12D

CS-376
REV(9/93)

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

Description of Position	TITLE OF POSITION: <u>State Inspector-Racing/Athletics</u>	CLASSIFICATION CODE: <u>00544400</u>
	SALARY RANGE: <u>(859H); \$14.98 per hour</u>	REFERENCE POSITION NO.: <u>1825-83300-00004</u>
	Department or Agency Name <u>Business Regulation</u>	APPLICATION PERIOD: <u>3/7/12-3/12/12 until 4:00 p.m.</u>
	Division/Section/Unit <u>Racing & Athletics</u>	
	Assignment(s) / Comments <u>Unclassified</u>	
	Shift and Days: <u>Mon.Tues. 9a.m.- 3p.m.;Thurs.9a.m. -2:30p.m.</u>	Job Location: <u>1511 Pontiac Ave., Cranston, RI 02910</u>
	Restrictions/Limitations: <u>17.5 Hrs. Non-Standard</u>	
	Position Covered By Collective Bargaining Union Agreement Yes _____ No <u>X</u>	
	Name of Bargaining Unit Union: _____	
	There is _____ is not <u>X</u> a Civil Service List for this position	See A/B or Both for Specific Instructions
NOTE: If there is a list, only candidates who have taken the exam and are reachable should apply.		
General Information to Candidate	INSTRUCTIONS:	
	A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either <u>on the application</u> or <u>within a cover letter</u> , both the File Position Title and Number.	
	Most Important - Please include the following information:	
	<ul style="list-style-type: none"> The title of the position for which you are applying Title of your present position and date you entered it Date you entered State service 	<ul style="list-style-type: none"> Name of department where you are currently employed Your business telephone number Present Union Affiliations
	*** In certain agencies, bargaining union applicants will receive preferential consideration according to contract.	
	B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT:	
	If indicated above that <u>no civil service</u> list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application.	
	C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS	
	<ul style="list-style-type: none"> Reasonable Accommodations: If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for therefore the position. Medical Information: Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA). 	
	Statement of Duties	DUTIES / RESPONSIBILITIES:
To assist a supervisor in the regulation of simulcasting and professional athletics; to assist in the enforcement of state laws and the rules and regulations promulgated by the division; to work in a defined area of responsibility at a pari-mutual facility and/or professional athletic event; and to do related work as required.		
Minimum Education & Experience	EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:	
	Education: Such as may have been gained through: graduation from a senior high school; and Experience: Such as may have been gained through: employment at a pari-mutuel facility performing tasks of a varied nature; or employment within a public regulatory agency requiring observation and performance of routine procedures; Or , any combination of education and experience that shall be substantially equivalent to the above education and experience.	
Where to Apply	Apply within the application period as shown on this announcement. NOTE: Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. SEND RESUME or CS-14 Application to:	
	Brenda Machon	Telephone #:
	Office of Personnel Administration	e-mail address: <u>B-M-Resume@hr.ri.gov</u>
	One Capitol Hill	TTY/TDD #: <u>7 1 1</u>
	Providence, RI 02908	(Telecommunication Device for the Deaf)



STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY/DIVERSITY EMPLOYER